
Waukesha County Sheriff's Department Physical Ability Test



Candidate Orientation and Preparation Guide

Developed by Industrial/Organizational Solutions, Inc.



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I. Introduction

This orientation and preparation guide has been developed to introduce you to the *Waukesha County Sheriff's Department Physical Ability Test*. You will participate in this test as a part of the entry-level screening process conducted by the Waukesha County Sheriff's Department. This test simulates important physical abilities necessary to perform the sheriff deputy's job. Your successful completion of this test will ensure that you are allowed to continue on in the sheriff deputy selection process.

In order to develop this test, a large proportion of incumbent deputies were surveyed to identify the essential physical tasks that they engage in while on the job. A group of experts from within the department were then convened to review a list of essential physical job tasks and to help identify simulation exercises that could be used to best assess a candidate's ability to complete these essential job tasks. Based on this process, a test has been constructed that simulates tracking, pursuing and subduing of a suspect. The test consists of three separate components: A simulated K-9 tracking, a series of obstacles and stations that must be completed back-to-back and a simulated gun hold. A strict pass/fail standard will be imposed, so your goal is to complete all components of the test at or below the maximum time limit. The pass-point, or cut-off score, is based on the minimally acceptable performance level for deputies within the Waukesha County Sheriff's Department. **Only those candidates that pass this physical ability test will be eligible for continued consideration in the selection process.**

By reading this guide carefully, you will be better prepared for the test and more likely to perform according to your true potential. This test will be physically challenging, and it is essential that those taking it consider preparing themselves prior to the examination. Although you are not required to read or use this *Orientation and Preparation Guide*, we encourage you to do so. The better prepared and more physically fit you are, the more likely you are to pass this test.

We hope this booklet will help you become better prepared, and we wish you success on the test.

II. Test Description

The *Waukesha County Sheriff's Department Physical Ability Test* is designed to simulate the tracking, pursuing and subduing of a suspect. There are three separately timed components to the test. The first is a mile long walk across uneven, hilly terrain carrying a shot gun simulator to simulate a K-9 track. The second component is a series of obstacles and tasks that have been assembled to create an assessment of the physical abilities necessary to perform the essential job tasks related to the pursuit and subduing of a suspect. The obstacle portion of the test consists of the following tasks:

- Running
- Climbing up and down stairs
- Climbing a six-foot slotted wall
- Climbing two three-foot guard rails
- Ducking under an obstacle
- Weaving around obstacles
- Dragging a 165-pound, human-form dummy for a distance of 15-feet (simulates forcibly moving a suspect)

The third and final component of the physical ability test will be a gun hold that simulates holding a suspect at gun point for two minutes. All three components will be timed separately. Prior to beginning the test, you will put on a 13-pound weighted vest to simulate the weight of a standard-issue duty belt (i.e., the belt worn by deputies to carry the handgun, handcuffs, etc.) and will wear it throughout the entire (all three components) exam. You must pass each component before proceeding to the next. If you fail one component, you will not proceed to the next component and will have failed the PAT.

A course diagram has been included at the end of this guide to allow you to follow along as the course is discussed. The first obstacle is the stair climb, followed by climbing a six-foot slotted wall, two three-foot guard rails, ducking under a wooden beam, weaving around obstacles, and

lastly the dummy drag. Each component will be completed individually, and then you will exit the obstacle course.

Following is a detailed description of each component contained in the physical ability test:

Suspect Tracking Simulation

First, you will be fitted with a weighted, 13-pound vest for the duration of the assessment. You will begin the physical ability test (PAT) from a standing position behind the start line. You will be required to carry a shot gun simulator. Upon the signal to begin, you must start walking the marked, mile-long course along uneven and hilly terrain. You should maintain a fast walk/slow jog to simulate following a K-9 during a search. Once you finish the mile course and cross the finish line you may put down the shot gun simulator. You will then immediately advance to the obstacle portion of the assessment if you pass the time cut-off.

Suspect Pursuit & Subduing Simulation

**** You will continue to wear the 13-pound weighted vest***

Stair Climb

The candidate will begin the obstacle course component from a standing position behind the start line. Upon the signal to begin, the candidate must start running towards the stairs and ascend and descend the stairs as instructed.

Six-Foot Wall Climb

You will run toward the six-foot slotted wall. Approach the far side of the wall (upon the direction of your administrator) and scale the six-foot wall located in front of you. There are two footholds off the ground that you may use to assist you in climbing the wall. Once you reach the top of the wall, carefully lower your body over the other side of the wall. **Do not stand on top of the wall and jump down.** This may disqualify you from the test.

Guard Rails

After scaling the wall, you will encounter two three-foot guard rails. You must get over the obstacles in any way that is comfortable.

Duck-Under Obstacle

Next, you will encounter an obstacle that you must duck, crawl or slide under. The obstacle consists of a wooden beam suspended approximately four feet above the ground. You must get yourself under the obstacle without displacing it or knocking it over.

Obstacle Weave

Next you will encounter a series of obstacles set up in a straight line. You must maneuver in a weave pattern around all 15 obstacles.

Dummy Drag

After weaving through the obstacles, you will run toward a set of cones where a human-form dummy is laying on the ground. You must take hold of the dummy and drag it for 15-feet. You may drag the dummy in any manner you see fit except for dragging it by the legs or the head. One common method to drag the dummy is to approach the dummy from behind and slide your arms under the arms of the dummy. When your elbows are positioned under the arm pits of the dummy, you should hoist the dummy upward and drag it backward. The dummy must be dragged completely across the finish line positioned 15-feet away. You must maneuver the dummy between two traffic cones and across the line until your body and the dummy's entire body are completely across the line. At this time, you will drop the dummy carefully. You have completed the obstacle course. If you pass the cut-off time you will immediately proceed to the third and final component of the physical ability test.

Gun Hold

The third and final component of the physical ability test is the gun hold. Immediately after you complete the dummy drag (and if you passed the cut-off time), you will walk to the gun hold bar. The administrator will adjust the bar so that it is slightly below your chest. You will be handed the 40-caliber handgun simulator and must hold it perpendicular to your body, above the bar for two minutes.

Remember that you will be wearing a 13-pound weighted vest the entire time you are on the course. This vest simulates the weight of the duty belt worn by incumbent Waukesha County Sheriff deputies. This weight will alter your center of balance, so be cautious as you proceed through the course.

Each component of the test is timed from start to finish. The cut-off time for the Suspect Tracking simulation is nineteen minutes and eighteen seconds (19:18). The cut-off time for the Suspect Pursuit and Subduing simulation is three minutes and twenty-five seconds (3:25). The final component of the PAT, the Gun Hold simulation, will require you to hold a gun above a fixated point for two minutes (2:00). You must complete the test components at or below the cut-off times in order to be eligible to continue on in the selection process for sheriff deputies.

III. Administration of the Physical Ability Test

When you arrive at the testing site, you will be checked in and asked to wait in a staging area. Prior to the administration of the examination, you will be led through a “walk-through” of the obstacle course component of the examination. The goal of this walk-through is to familiarize you with the course, each station and the rules governing the course. This is the ideal time to ask any questions you may have regarding the test or administrative guidelines. The test proctors will be responsible for answering questions related to the physical ability test. You will be placed in a holding area following the walk-through. Candidates will be called onto the course one by one to complete the test. Do not leave the holding area for any reason without obtaining permission from one of the test administrators.

CUT OFF SCORES

Suspect Tracing Component = 19 minutes and 18 seconds

Suspect Pursuing and Subduing Component = 3 minutes and 25 seconds

Gun hold above fixated point = 2 minutes

IV. Test Rules

1. Show up for the test at your designated time.

You will be expected to arrive at the test site at your specified time. Failure to arrive on time will result in your disqualification from the testing process. Remember to bring your invitation notice and photo identification for check-in purposes.

2. Wear proper testing attire.

You will be taking a physical ability test and, as such, you should wear attire that will not restrict your range of motion. You will be sliding on the ground, climbing over fences and moving large objects. Expect to get dirty. Suggested attire is as follows: gym shoes, sweat pants or running pants, a lightweight shirt. No knee pads, gloves or other equipment will be provided by the Waukesha County Sheriff's Department.

3. Follow all instructions and warnings issued by the test proctor.

The proctor is available to answer questions during the walk-through period and while you are on the course. The proctor is also there to track your time and ensure that you proceed through the course in the correct manner. Listen for the proctor as you go through the course. If the proctor informs you that you have done something incorrectly, he/she will immediately instruct you as to how to correct your actions. The proctor will attempt to have you correct all mistakes as they occur to keep you from being disqualified. The proctor will not offer any advice on the best techniques for performing exercises while you are completing the course. The proctor will only act to enforce the rules on the course and to answer questions, such as what direction to move in or to clarify course rules. The proctor will provide you with your elapsed time if asked, but will not indicate the time you have remaining.

4. Remain on the course until you have completed the course.

Once you begin the test, you must remain on the course until the test is completed. You may run, walk or stop to catch your breath at any time without being penalized. You cannot walk off the course to rest, however. If you choose to withdraw from the course at any time, you must communicate this intention to the test proctor who will record your decision and dismiss you.

V. Tips for the Day of the Test

- ✓ **Preparation for the exam.** You will increase your chances of obtaining your best score if you spend some time preparing for the test. This includes reading this *Orientation and Preparation Guide* and engaging in some form of physical training prior to taking the test.
- ✓ **Your physical well-being.** Get a good night's sleep before the exam. Try to ensure that you are in the best possible condition both physically and mentally on the day of the exam.
- ✓ **Arrive early.** Make all necessary arrangements to ensure that you arrive early at the test site. You may need to make advanced arrangements for such things as a ride to the test site or child-care. It would also be wise to anticipate poor weather or traffic delays in traveling to the test site and to allocate extra travel time to ensure an early arrival even with delays. Give yourself ample time to settle in at the test site.
- ✓ **Confidence.** The more confident you are in your abilities, the more likely you are to do well on the test.

VI. Training and Preparation

This section will discuss training and preparation to participate in this physical ability test. The primary topics of discussion will include physical fitness, health factors, principles of training, fitness programs, establishing a training schedule, exercises and weight control. In addition to the preparation techniques discussed, you can also attempt to practice the components that make up this test. For example, you could fill a duffle bag with 165 pounds of weight and practice dragging it for 15-feet. You can also practice climbing over three- and six-foot obstacles. Be careful as you practice and prepare for the test to ensure you do not sustain an injury that prohibits you from participating in the test.

Physical Fitness

Physical fitness enables an individual to perform up to their potential. Fitness can be described as a condition that helps us look, feel and do our best. The *Guidelines for Personal Exercise Programs* developed by the President's Council on Physical Fitness and Sports describes it as "The ability to perform daily tasks vigorously and alertly with energy left over for enjoying leisure-time activities and meeting emergency demands. It is the ability to endure, to bear up, to withstand stress, to carry on in circumstances where an unfit person could not continue and is a major basis for good health and well-being."

Physical fitness involves the performance of all major muscle groups in the body. Physical fitness is influenced by many factors such as age, gender, genetics, personal habits, exercise and eating practices.

Physical fitness is made up of four components:

- ✓ *Cardiorespiratory Endurance* - the body's ability to deliver oxygen and nutrients to tissues and to remove wastes over significant periods of time. For example, running long distances and swimming are considered endurance sports.
- ✓ *Muscular Strength* – a muscle's ability to exert force for a brief period of time. For example, lower-body strength can be measured by various weight-lifting exercises.
- ✓ *Muscular Endurance* – a muscle's ability to sustain successive contractions or to continue applying force against a fixed object. For example, pull-ups are often used as a test of arm and shoulder muscle endurance.
- ✓ *Flexibility* - the ability to move joints and use muscles through their full range of motion. For example, the sit-and-reach test measures the flexibility of the lower back and backs of the upper legs.

By becoming more physically fit, you are able to help reduce the possibility of heart disease and some forms of cancer. Fitness can improve blood cholesterol levels, increase immunity to illness, and help to control high blood pressure, osteoporosis, diabetes, arthritis, asthma, and other health problems. It also helps to increase one's energy throughout the day, aid in control of one's weight and increases life expectancies. Exercise can also act as a stress reliever and promote sound sleep.

Health Factors to Consider

You should consult a physician before preparing for or taking the physical ability test. Some health conditions to consider, which may require the consultation of a physician, are as follows:

- ✓ High blood pressure
- ✓ Heart trouble
- ✓ Family history of stroke or heart attacks
- ✓ Frequent dizzy spells
- ✓ Extreme breathlessness after mild exertion
- ✓ Arthritis or other bone problems
- ✓ Severe muscular, ligament or tendon problems
- ✓ Back pain
- ✓ Bone or joint pain
- ✓ Smoking
- ✓ Obesity



Principles of Training

When starting a new fitness program, you should be in good health. A healthy body will ensure a safe and enjoyable exercise experience.

Setting Goals

When beginning an exercise program, you should set short-term goals that will help you achieve your long-term goal of overall physical fitness. Specific short-term and long-term goals should be identified. An example of a short-term goal is jogging for 15 minutes, which may help you to achieve your long-term goal of a specific weight by a given date. Short-term goals should be set as a result of long-term goals.

Your short-term goals will be dependent upon your current level of physical fitness and will be a major factor in determining where you will begin your exercise program. If you are starting a running program with some calisthenics, your goals might be to run for 10 minutes and to perform a given number of calisthenics. If you are in better shape, then your goals will be higher. Short-term goals are the building blocks to achieving your long-term goals.

Even if you are in excellent shape but have not been exercising regularly, you will want to start your program slowly at first and progress at an even pace. If you start the program too quickly, you may become tired, injured or frustrated with the program, and this may cause you to lose motivation to continue with it. It is important to match your activities with your abilities.

Once you have found a comfortable, but challenging, level of exercise, stay with it for one to two weeks before you increase it. Try to increase your level of activity as it feels comfortable to you and with a smooth progression.

Effective Training

Three factors make up an effective exercise program: frequency, intensity and time.

Frequency: This is how often you perform an exercise activity. It is typically suggested that you work out at least three times a week for 20 minutes to increase cardiovascular fitness.

Intensity: This is how hard you are working out, which is often measured using your heart rate. To calculate your *maximum heart rate*, you should subtract your age from 220. This is your estimated maximum heart rate and you should train at a level of 50 to 80 percent of your maximum heart rate. Beginners should start at 50 percent and experienced individuals at 80 percent.

For a 40-year-old person at 50 percent of his/her maximum:

$$(220-40) * 50 \text{ percent} = 90$$

For a 40-year-old person at 80 percent of his/her maximum:

$$(220-40) * 80 \text{ percent} = 144$$

Using a percentage of maximum heart rate is the easiest and safest way to regulate intensity.

Time: This is the amount of time spent working out. A minimum of 20 minutes is recommended for each exercise session at 50 to 60 percent of your maximum heart rate.

The Fitness Program

A fitness program consists of three phases: the warm-up, training period and cool-down. Each is outlined below, and exercises are outlined on the following pages.

- ***Warm-up (5 to 10 minutes)*** The warm-up is the phase just before your training period when you do a few stretches and exercises to raise your body temperature and loosen up your body muscles. This is an important part of your fitness program because it helps to reduce the likelihood of injury.

The warm-up exercises are designed not only to get a person physically and mentally ready for a workout but also to help develop flexibility in the joints and muscle groups.

- ***Training Period (20 to 30 minutes)*** This phase consists of cardiovascular and muscle strength and endurance exercises.

Cardiovascular Training

Cardiovascular training consists of any exercise such as swimming, running or biking where your heart is working at an elevated level.

Strength and Endurance Training

The strength and muscular endurance exercises do not have to be done on the same day or during the same exercise session as the cardiovascular program. Every exercise program should be complimented with a warm-up and cool-down.

The strength and endurance exercises can be done in one of two ways, depending on the availability of equipment. They can be performed by doing calisthenics, which requires little or no equipment, or by training with weights. Training with weights can be done either by using free weights, such as barbells, or by using weight machines. Training for muscular strength is done with high resistance, large amounts of weight and low repetitions (3-5). Training for endurance requires low resistance and a very high number of repetitions (10-20).

Weekly Log

A weekly log sheet should be kept describing the date, type of activity and amount of time you exercised so that you can keep track of your progress in developing strength, muscular endurance and cardiovascular fitness.

- ***Cool-down (5 to 10 minutes)*** This is the transition from the training period to your body's normal resting state. Your heartbeat should be about 100 beats per minute when you are sufficiently cooled down. Typically, you will want to do a few cool-down exercises such as walking and stretching so that your heart rate will steadily decrease until it is at 100 or less.

Establishing a Training Schedule

Establishing a training schedule is important if you want to be successful. Set aside an hour or so every other day at a specific time of day so that you are able to establish a routine. Pick a time that works for your schedule and consider personal preferences, job and family responsibilities, availability of exercise facilities, and weather when thinking about your workout schedule. It is important to schedule your workouts for a time when there is little opportunity for interruption. Also, try to avoid exercising during extremely hot, humid weather or within two hours after eating.

It is important to establish a routine and stick with it. As long as this guideline is followed, positive results will be achieved.

Please note that the techniques, ideas, and suggestions in this document are not intended as medical advice. Consult your physician or health care professional should you have concerns about your ability to perform these exercises. Any application of the techniques, ideas and suggestions in this document is at the reader's sole discretion and risk. Waukesha County makes no warranty of any kind in regard to the content of this document, including but not limited to, any implied fitness for any particular purpose. Waukesha County is not liable or responsible to any person or entity for any special, incidental or consequential damage caused or alleged to be caused directly or indirectly by the information contained in this document.

Exercises

Warm-up

As stated earlier, the warm-up phase should take approximately five to ten minutes. This is an important part of your workout because it allows your body to increase blood flow, raise your body temperature and prevent injury through stretching. Several exercises are listed below and should be done before each workout session. It is not necessary to do all of the exercises listed below, but you should try to cover all muscles groups.

1. Seated Toe Touch (Back and back of leg muscles)

Sit down with your legs fully extended in front of you. Hold your hands out and slide them down your legs until you feel a stretch in your back and legs. This should be a comfortable stretch, not painful. Continue to stretch as you approach your feet, always being conscious of your comfort. If there is any pain, you should not stretch beyond that point. Repeat this exercise five times.



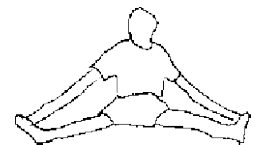
2. Toe Pull (Groin and thigh muscles)

While in a seated position, pull the toes in with both feet so that your knees bend and are pointed outward. Press the knees down with your elbows. Hold this position for two to three seconds.



3. Pelvic Girdle Stretch (Pelvic muscles)

Sit on the floor with your legs comfortably apart, and reach through. Keep your head up and chest out, which will keep your back straight. Relax and hold this position for 30 seconds.



4. Stride Stretch (Thigh muscles)

Slowly slide your body into a stride position so that your hands are on the ground shoulders' width apart, and your right knee is inline with your



shoulders. Your right foot should be almost flat on the floor, and your left leg should be fully extended behind you on your toes. Lean forward while pushing your hips downward and hold this stretch for five seconds. Repeat this stretch for the opposite side.

5. Wall Stretch (Calf muscles)

Facing a wall, stand about three feet from it with your feet slightly apart and place both hands on the wall. Your heels should be firmly planted on the ground. Lean forward, keeping your body straight, and concentrate on the stretch in your calves. Hold this position for 15 to 20 seconds.

6. Lower Leg Stretch (Leg muscle)

Begin by standing an arms' length from a wall or doorframe, with one foot in front of the other, back straight, shoulders back and chest up. Moving forward, bend your front knee, keep your back leg straight at the knee, and keep your foot of the back leg flat on the floor. Do not bend forward at the waist; maintain an arch in the small of your back. Move forward until you feel the pull in the back of the leg around the knee. Relax and hold for ten seconds.

7. Continuation of Lower Leg (Leg muscle)

To continue the stretch of the lower leg, stand at a door frame and hold on. Lean back and sit on your back leg with your foot on the floor. Hold for ten seconds. Repeat this stretch on the opposite side.

8. Side Stretch (Torso muscles)

Standing with your feet shoulders' width apart, place one arm on your hip for balance and extend the other over your head. Slowly bend your body so that you are stretching the side with the arm extended overhead. Stretch for a few seconds and return to the starting position. Then repeat this exercise on the opposite side.



9. Side Twister (Torso muscles)

Standing with your feet shoulders' width apart and heels firmly planted on the ground, extend your arms so that they are parallel to the ground and even



with your shoulders. Turn your palms up and begin the stretch by twisting your torso to one side and then to the other. Repeat this stretch five times on each side.

10. Arm Circles (Chest and shoulder muscles)

Standing with your feet shoulders' width apart, slowly move both arms backward in a full-circle motion five to ten times. Then repeat this exercise in a forward motion.

11. Jumping Jacks (Leg and shoulder muscles)

Standing with your feet together and your arms at your sides, jump and spread your feet apart about shoulders' width while simultaneously swinging your arms over your head. Repeat this exercise 15-25 times.

12. Upper Leg Stretch (Leg muscle)

Stand next to a table, chair or rail and cross the closest leg in front of the other leg. Bend at the waist, reaching for the floor with your opposite hand, and relax. Hold this stretch for ten seconds. Repeat this exercise on the opposite side.



Calisthenics

Calisthenics is a common way for an individual to exercise while using his/her own body weight as the load or resistance to build their strength. There are many exercises available to increase muscle strength and endurance. These exercises should be performed several times a week for 20 to 30 minutes per session.

Each exercise should be performed *as many times as possible* at a steady pace. These exercises should be repeated for the first week and increased to your maximum potential.

The following is a list of several different callisthenic exercises:

Pushups (Shoulder and arm muscles)

While on your hands and knees on a padded surface, spread your hands to the same width of the shoulders and push up while keeping your back straight. Slowly lower yourself to the floor and push up again.

Narrow Pushup (Chest, shoulders and tricep muscles)

Assume a knees-on-the-floor, feet-crossed pushup position but move your hands together so your thumbs and index fingers touch. The space between your hands should form a triangle.

Complete as many pushups as you can in one minute.

Chin-ups (Shoulder and arm muscles)

While grasping a bar underhand approximately six feet from the ground, pull up until your chin is over the bar. Slowly lower your body and repeat.

Leg Lifts (Back, buttocks and hamstring muscles)

On a padded surface, get down on your hands and knees and press your left knee forward. Then slowly extend the leg behind you until it's in line with



your back. Lower your leg slowly and again press the knee forward. Do 20 repetitions with each leg.

Sit-Ups (Abdominal muscles and hip flexors)

Lie down on your back on a padded surface with your shoulders on the floor and your knees bent at a 45-degree angle. Lace your fingers behind your head and curl up to a sitting position so that you are able to touch your right elbow to your left knee. Now touch your left elbow to your right knee. Repeat this motion but alternate between your left and right elbows.

Crunch (Abdominal muscles)

Start with a basic crunch to work your upper abdominal muscles: Lie on your back, knees bent, feet flat on the floor, hands lightly touching the back of your head, and elbows out. Keeping your lower back pressed to the floor, slowly curl your head and shoulders up then lower them back down. Do as many repetitions as you can in one minute.

Side Leg Lifts (Back and thigh muscles)

Lie on a padded surface on your side with your head cradled by your hand and elbow and your legs fully extended. Your other arm should be on the floor in front of your upper body. Lift your top leg, which should be fully extended, about 60 degrees and then return it to the starting position. Continue this exercise using the other leg.

Squats (Leg muscles)

Stand with your feet about at shoulders' width. Place your hands on your hips for balance and bend your knees so that your thighs are parallel to the ground. Then return to the starting position. You may alter this exercise by squatting in the center, then moving one leg out to the left, squatting, then back to center, and then out to the right.

Squat Jumps (Leg muscles)

Stand with your hands on your hips for balance and place one foot a step ahead of the other. Squat down by bending your knees in a 90-degree angle and then jump as high as you can so that

your knees are no longer bent. Alternate the position of your feet on your return and repeat the exercise.

Dips (Arm, shoulder and chest muscles)

Grasp the sides of the seat of a chair and allow your legs and feet to slide forward while supporting the weight of your body with your arms. Bend your elbows at a 90-degree angle and then push up back to the starting position.

Bench Steps (Leg muscles)

Place a bench, at a height that is comfortable for you, in front of your feet. Begin by stepping up on the bench with your left foot and then following with the right. Step down with the left and follow with the right. Continue this exercise for 30 seconds, counting the number of times you successfully stepped onto the bench with both feet.



Be careful not to perform this exercise too quickly as it is easy to catch your foot on the bench.

The Superwoman (Lower Back)

Lie face down on a mat with your arms extended over your head. Raise your right arm and left leg simultaneously until you feel a gentle tension in your lower back. Resist twisting your torso or raising your other hip or shoulder at the same time. Hold for five seconds then slowly lower. Repeat using your other arm and leg. Complete the series as many times as you can in one minute.

Running in Place/Jumping Jacks

Alternating a few sets of calisthenics with an aerobic interval helps keep your heart rate elevated throughout the routine. For this set of aerobic moves, run in place for 30 seconds then immediately do 15 jumping jacks.

Reverse Lunge (Butt and leg muscles)

Stand straight with your hands on your hips. Keeping your left leg straight, step back with your left foot as far as you can then lower your left knee until it nearly touches the floor or as low as you can. Your right knee should automatically bend to a 90-degree angle. Lift yourself back

into the starting position, tightening your butt muscles as you go. Repeat 10 to 15 times with your left leg then replicate this process with your right leg.

One-legged Calf Raise (Calf muscles)

Stand with your left forefoot on the edge of a step so that your left heel hangs off the edge. Wrap your right foot around your left ankle and grab a railing or wall for balance. Rise up onto your toes then slowly lower yourself until your heel falls slightly below the step. Repeat 12 to 20 times then switch to replicate this process with your right leg.

Shoulder Raise (Shoulder muscles)

Stand with your arms straight out from your sides, parallel to the floor. Slowly rotate both arms forward as if you were drawing six-inch-diameter circles with your fingertips. Continue for 30 seconds then draw backward circles for 30 seconds.

Cool-down

When you have concluded the training period of the workout, it is important that you continue to walk around so that your body becomes adjusted to less movement and a slower heart rate. Exercises from the warm-up phase can be done as a means of stretching out the muscles after the training period.

Weight Control

Exercise plays an important role in weight control by increasing your body's energy output, which uses stored calories for extra fuel. Much of the exercise physiology research shows that exercise increases metabolism and causes it to maintain itself at an increased level over time. Weight control can be increased through exercise depending on the amount and type of activity, as well as the number of calories you consume. If you consume 100 calories a day more than your body needs, you will gain approximately ten pounds in a year. You could take that weight

off or keep it off by doing 30 minutes of moderate exercise daily. The combination of exercise and diet is the best approach to manage your weight.

Note that as you continue to exercise, you may not lose weight as quickly as you would like because muscle weighs more than fat.

What to Expect from Exercise

Exercise has wonderful benefits but often it takes quite a bit of time to see results. It may be a long and slow process. Exercise will benefit all areas of your body and improvements will appear as you progress. By keeping a log of your exercise routine, you will be able to see a progression of your improved fitness over time.

VII. Conclusion

This preparation guide will aid you in preparing for the Waukesha County Sheriff's Department Physical Ability Test. By using the information contained in this guide, you should be better prepared for, and more knowledgeable concerning the test you will take. We wish you success in your pursuit of a law enforcement career.

